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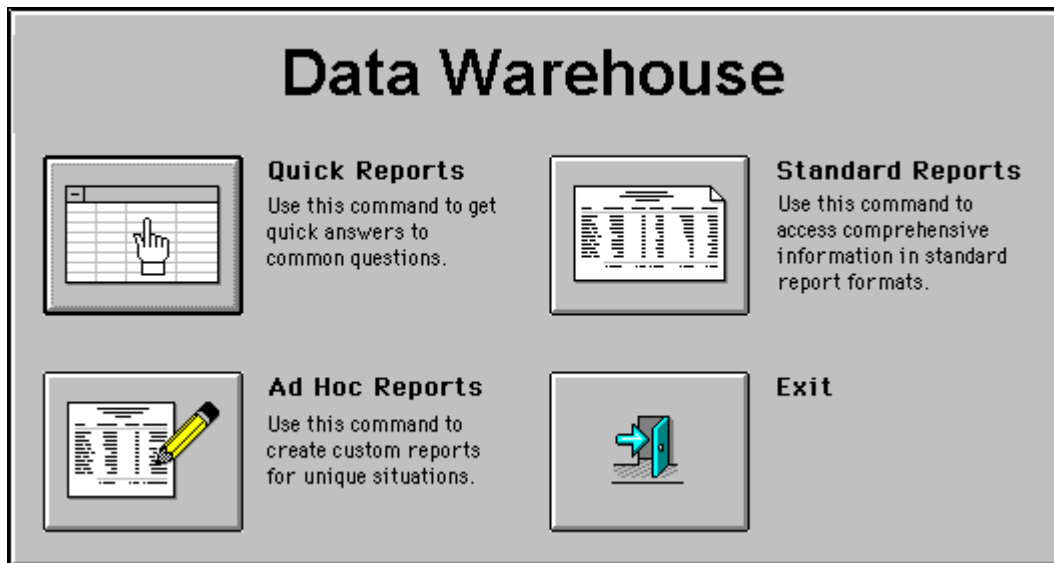
## Data Warehouse Scenario 1: Labor Charged to the Project

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**Problem** The project manager for program code H350 would like to know who has charged labor to his project in the last month.

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**Solution** To answer his question, you may run a Quick Report. Upon logging into Data Warehouse, the following screen displays. Click on the *Quick Reports* icon.



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## Data Warehouse Scenario 1: Labor Charged to the Project, Continued

**Description  
detail**

The *Quick* screen displays. Click once on the *Financial Management* icon. Then, click on the down arrow in the *Fiscal Year* field to select the year. You must also enter a *Cost Center*; you may enter the full four-digit cost center or the first two alpha-numeric characters and an asterisk (\*) for a wild card (refer to the example below). Click on the *Run* button.

The screenshot shows the 'Data Warehouse' application window. The menu bar includes 'Reports', 'Edit', 'Options', 'Window', and 'Help'. The toolbar contains icons for 'Quick', 'Standard', 'Ad Hoc', 'Close', 'Export', 'Print', 'Sort', 'First', 'Prior', 'Next', 'Last', 'Help', and 'Exit'. The 'Quick' dialog box is open, displaying a tree view of reports under 'Summary', 'Travel', and 'Personnel'. 'Financial Management' is selected. The 'Description' field shows 'Financial Management Summary'. The 'Criteria' section includes fields for 'Fiscal Year' (1996), 'Cost Center' (8H\*), 'Program Code', 'Cost Account', and 'Work Package', each with a search icon. 'Run', 'Close', and 'Help' buttons are on the right. The status bar at the bottom shows 'Ready'.

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## Data Warehouse Scenario 1: Labor Charged to the Project, Continued

**Summary**      The *Financial Management Summary* screen displays.